



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 31, 2014

Debra McCrea
705 SW Kennybrook Dr.
Grimes, IA 50111

Dear Ms McCrea,

This letter is in regards to the January 27, 2014 compliance check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

☐ 110.5(2)b During the second year of registration and each succeeding year, twelve hours of approved training. At least six hours shall be in a group setting. If the provider has documentation of completing the ChildNet, PITC, or Beyond Business Basics series, these hours may be used to fulfill two year's training requirements, not including first aid and mandatory reporter training. A specific training shall not be used to meet requirements more than one time every five years.

**110.10(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME
CATEGORY "C"**

I have included the following criteria for your information only, this area is not out of compliance as it is a different category than what you are currently registered as.

☐ 110.10(1) a Not more than 12 preschool children present at any one time, including infants.

☐ 110.10(1)b Of these 12 children, not more than four children under the age of 24 months are present at any one time.

- ☐ 110.10(1)c Not more than two additional school-age children present for less than two hours at any one time.
- ☐ 110.10(1)d Not more than two additional children who are receiving care on a part-time basis.
- ☐ 110.10(1)e Not more than sixteen children present when the emergency school closing exception is in effect.
- ☐ 110.10(1)e If more than 8 children are present at any one time due to an emergency school closing exception, the provider shall be assisted by a DHS-approved assistant who is at least 18 years of age.
- ☐ 110.10(1)f Both providers are present whenever 4 children under the age of 18 months are in care, and whenever more than 8 children are present.
- ☐ 110.10(2)(a) One provider who meets the following qualifications must always be present (unless this provider has a substitute):
- ☐ 110.10(2)a At least 21 years of old.
- ☐ 110.10(2)b Has a high school diploma or GED.
- ☐ 110.10(2)c Meets one of the following:
- ☐ 110.10(2)c Has five years of experience as a registered or nonregistered child care provider.
- ☐ 110.10(2)c Has child development associate degree or any two-or four-year degree in a child related field and four years of experience as a registered or nonregistered child care provider.
- ☐ 110.10(2)(b) The coprovider shall met the following requirements:
- ☐ 110.10(2)(b)a The provider is at least 20 years old.
- ☐ 110.10(2)(b)b Has a high school diploma or GED.
- ☐ 110.10(2)(b)c Meets one of the following:
- ☐ 110.10(2)(b)a Has two years of experience as a registered or nonregistered childcare provider.
- ☐ 110.10(2)(b)c Has a child development associate credential or any two or four-year degree in a child related field and one year of experience as a registered or nonregistered child care provider.
- ☐ 110.10(3) Facility requirements:
- ☐ 110.10(3)a There is a minimum of 35 square feet of child use floor space indoors for each child in care.
- ☐ 110.10(3)a There is a minimum of 50 square feet outdoors for each child in care.

☐ 110.10(3)b There is a separate quiet area for sick children.

☐ 110.10(3)c Has a minimum of two direct exits to the outside from the main floor.

☐ 110.10(3)c All exits terminate at grade level with permanent steps.

☐ 110.10(3)c If the second story or basement are used for childcare, other than the use of a restroom, there is, in addition to one inside stairway, at least one direct exit to the outside. If a basement window is used as an exit, the window is openable from the inside without the use of tools.

☐ 110.10(3)c The window provides a clear opening of not less than 20 inches in width, 24 inches in height, and 5.7 square feet in area.

☐ 110.10(3)c The bottom of the window opening is not more than 44 inches above the floor with permanent steps inside leading up to the window.

☐ 110.10(3)c Childcare is not provided above the second floor.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before March 5, 2014.**

☐ Based on the items out of compliance listed above, you will be required to have a re-check or follow-up visit to your home. This visit will occur on or after _____.

x ☒ Based on the items out of compliance listed above, a re-check or follow-up visit to your home is not necessary. However, it is essential you come into complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: March 5, 2014.

X _____
Signature Date

Please call me if you have any further questions.

Sincerely,



Melissa Crawford

Child Development Home Compliance Checks

DHS, Dallas County

210 N 10th Street

Adel, IA 50003

(515) 993-1742 (ph)

515-564-4033 (fx)

mcrawfo@dhs.state.ia.us

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at (Text field for phone).

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).